



Privacy Impact Assessment (PIA)

Farm Programs Management Systems (FPMS)

Web-Based Farm Records Management System

Revision: 2.00



Farm Service Agency

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Privacy Impact Assessment for
Farm Programs Management Systems (FPMS)



Document Information

Owner Details	
Name	Rebecka Gaskill
Contact Number	(816) 926-1645
E-mail Address	rebecka.gaskill@kcc.usda.gov

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Revision	Date	Author	Comments
1.01	July 6, 2009	D. Brizendine ISO	Initial document
1.02	July 8, 2009	D. Brizendine ISO	Populated Sections 3,4,5 from previous doc
1.03	July 20, 2009	D.Brizendine ISO	Updated System Owner Information
1.04	July 23, 2009	C. Schleper FRG	Updated answers for S/36 Farm and Tract Files, and for Web-Based Farm Records Management Systems.
1.05	July 24, 2009	J Blankenship PAPG	Reviewed/Update All sections with current Nation Crop Table and Crop Disaster Table information
1.06	July 29, 2009	C. Schleper FRG	Reviewed answers for Noninsured Crop Disaster Program Table and updated.
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1 Purpose of Document

USDA DM 3515-002 states: “Agencies are responsible for initiating the PIA in the early stages of the development of a system and to ensure that the PIA is completed as part of the required System Life Cycle (SLC) reviews. Systems include data from applications housed on mainframes, personal computers, and applications developed for the Web and agency databases. Privacy must be considered when requirements are being analyzed and decisions are being made about data usage and system design. This applies to all of the development methodologies and system life cycles used in USDA.

Both the system owners and system developers must work together to complete the PIA. System owners must address what data are used, how the data are used, and who will use the data. System owners also need to address the privacy implications that result from the use of new technologies (e.g., caller identification). The system developers must address whether the implementation of the owner’s requirements presents any threats to privacy.”

The Privacy Impact Assessment (PIA) document contains information on how the Farm Programs Management Systems affects the privacy of its users and the information stored within. This assessment is in accordance with NIST SP 800-37 *Guide for the Security Certification and Accreditation of Federal Information Systems*.



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2 System Information

System Information	
Agency:	Farm Service Agency
System Name:	Farm Programs Management Systems
System Type:	<input checked="" type="checkbox"/> Major Application <input type="checkbox"/> General Support System <input type="checkbox"/> Non-major Application
System Categorization (per FIPS 199):	<input type="checkbox"/> High <input checked="" type="checkbox"/> Moderate <input type="checkbox"/> Low
Description of System:	The Farm Program Management Systems (FPMS) supports the recording of farm, crop, owner, and tract data. Additionally, this group of systems includes a series of reference tables that capture detailed information about crops. This data is stored to support various FSA applications and congressional programs.
Who owns this system? (Name, agency, contact information)	Rebecka Gaskill (816) 926-1645 rebecka.gaskill@kcc.usda.gov
Who is the security contact for this system? (Name, agency, contact information)	Brian Davies Information System Security Program Manager (ISSPM) U.S. Department of Agriculture Farm Service Agency 1400 Independence Avenue SW Washington, D.C. 20250 (202) 720-2419 brian.davies@wdc.usda.gov
Who completed this document? (Name, agency, contact information)	Charles Schleper - FSA/ITSD/ADC/PARMO/FRG 816-926-1794 charles.schleper@kcc.usda.gov



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3 Data Information

3.1 Data Collection

No.	Question	Response
1	Generally describe the data to be used in the system.	<p>Farm Programs Management Systems</p> <ul style="list-style-type: none">• S/36 Farm and Tract Files: Customer and Employee: Producer information including land/tract relationships and other land information. Social Security or Tax ID Numbers to support owner/operator information are retrieved from S/36 Name and Address file and recorded in Farm Producer and Tract Owner files. Other: None.• Noninsured Crop Disaster Program Table: Reference data not specific to any customer's farming operations. No customer data.• National Crop Table: Customer and Employee: None Other: Reference data not specific to any customer's farming operations.• Crop Disaster Table: Customer and Employee: None Other: Reference data not specific to any customer's farming operations.• Program Parameter File: Customer and Employee: None Other: Reference data not specific to any customer's farming operations. <p>Web-Based Farm Records Management System: Customer and Employee: Producer information including land/tract relationships and other</p>



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No.	Question	Response
		land information. Social Security or Tax ID Numbers are NOT displayed by the user interface nor stored in the database. Other: None.
2	Does the system collect Social Security Numbers (SSNs) or Taxpayer Identification Numbers (TINs)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – If NO, go to question 3.
2.1	State the law or regulation that requires the collection of this information.	
3	Is the use of the data both relevant and necessary to the purpose for which the system is being designed? In other words, the data is absolutely needed and has significant and demonstrable bearing on the system's purpose as required by statute or by Executive order of the President.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Farm Programs Management Systems <ul style="list-style-type: none">• S/36 Farm and Tract Files: This is foundational data for many FSA business applications that need land-based information.• Noninsured Crop Disaster Program Table: Yes• National Crop Table: Prices and yields are used in many formulas that compute NAP payments for producers. All other data is necessary for proper identification of the crop.• Crop Disaster Table: Prices and yields are used in many formulas that compute Crop Disaster payments for producers. All other data is necessary for proper identification of the crop.• Program Parameter File: Payment rates stored in this system are used to calculate Producer payment amounts. Web-Based Farm Records Management System: This is foundational data for many FSA business applications that need land-based information.



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No.	Question	Response
4	Sources of the data in the system.	<p>Farm Programs Management Systems</p> <ul style="list-style-type: none">• S/36 Farm and Tract Files: FSA, Data is synchronized from the central web Farm Records database.• Noninsured Crop Disaster Program Table: FSA, Data is supplied by WDC.• National Crop Table: FSA, Risk Management Agency, Data comes from historic information.• Crop Disaster Table: FSA, Risk Management Agency, Data comes from historic information.• Program Parameter File: FSA, The payment rate data comes from WDC on paper. The payment rates are then manually input as source code for the system. <p>Web-Based Farm Records Management System: FSA, The original data was migrated from FSA's legacy S/36 Farm and Tract files. Additions and updates to the data are made by FSA County Office employees.</p>



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No.	Question	Response
4.1	What data is being collected from the customer?	<p>Farm Programs Management Systems</p> <ul style="list-style-type: none">• S/36 Farm and Tract Files: Data is not collected at this level, but downloaded from the central web Farm Records system.• Noninsured Crop Disaster Program Table: None• National Crop Table: None• Crop Disaster Table: None.• Program Parameter File: None <p>Web-Based Farm Records Management System: Farms and or tracts owned, operated or otherwise associated with the customer; acreage, crop production, and other attributes for the farms and tracts.</p>
4.2	What USDA agencies are providing data for use in the system?	<p>Farm Programs Management Systems</p> <ul style="list-style-type: none">• S/36 Farm and Tract Files: FSA.• Noninsured Crop Disaster Program Table: The data is owned and sourced by FSA.• National Crop Table: NCT database owned by FSA.• Crop Disaster Table: NCT database owned by FSA.• Program Parameter File: The data is owned and sourced by FSA. <p>Web-Based Farm Records Management System: FSA.</p>



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No.	Question	Response
4.3	What state and local agencies are providing data for use in the system?	Farm Programs Management Systems <ul style="list-style-type: none">• S/36 Farm and Tract Files: None• Noninsured Crop Disaster Program Table: None• National Crop Table: County, state, and WDC offices of FSA.• Crop Disaster Table: State and WDC office of FSA• Program Parameter File: None Web-Based Farm Records Management System: None
4.4	From what other third party sources is data being collected?	Farm Programs Management Systems <ul style="list-style-type: none">• S/36 Farm and Tract Files: None• Noninsured Crop Disaster Program Table: None• National Crop Table: None• Crop Disaster Table: None• Program Parameter File: None Web-Based Farm Records Management System: None
5	Will data be collected from sources outside your agency? For example, customers, USDA sources (i.e., NFC, RD, etc.) or Non-USDA sources.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – If NO, go to question 6.



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No.	Question	Response
5.1	How will the data collected from customers be verified for accuracy, relevance, timeliness, and completeness?	<p>Farm Programs Management Systems</p> <ul style="list-style-type: none">• S/36 Farm and Tract Files: N/A• Noninsured Crop Disaster Program Table: N/A.• National Crop Table: State and WDC FSA employee(s)• Crop Disaster Table: State and WDC FSA employee(s)• Program Parameter File: N/A <p>Web-Based Farm Records Management System:</p> <p>Only FSA employees input data. The data input software includes many validations to support accuracy and completeness. Some data is also redundantly recorded on official paper forms that either require customer signatures before input, or are mailed to the customers with notification of appeal rights.</p>



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No.	Question	Response
5.2	How will the data collected from USDA sources be verified for accuracy, relevance, timeliness, and completeness?	<p>Farm Programs Management Systems</p> <ul style="list-style-type: none">• S/36 Farm and Tract Files: N/A• Noninsured Crop Disaster Program Table: N/A.• National Crop Table: State and WDC FSA employee(s)• Crop Disaster Table: State and WDC FSA employee(s)• Program Parameter File: N/A <p>Web-Based Farm Records Management System: Only FSA employees input data. The data input software includes many validations to support accuracy and completeness. County offices are subject to periodic audits to verify data collection procedures.</p>
5.3	How will the data collected from non-USDA sources be verified for accuracy, relevance, timeliness, and completeness?	<p>Farm Programs Management Systems</p> <ul style="list-style-type: none">• S/36 Farm and Tract Files: N/A• Noninsured Crop Disaster Program Table: N/A.• National Crop Table: State and WDC FSA employee(s)• Crop Disaster Table: State and WDC FSA employee(s)• Program Parameter File: N/A <p>Web-Based Farm Records Management System: N/A.</p>



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3.2 Data Use

No.	Question	Response
6	Individuals must be informed in writing of the principal purpose of the information being collected from them. What is the principal purpose of the data being collected?	Farm Programs Management Systems <ul style="list-style-type: none">• S/36 Farm and Tract Files: N/A• Noninsured Crop Disaster Program Table: No customer data.• National Crop Table: Data and rates are used by NAP for signup and payments• Crop Disaster Table: Data and rates are used for disasters programs signup and payments• Program Parameter File: N/A Web-Based Farm Records Management System: <p>Data is provided as required for customers' voluntary participation in FSA farm-based crop production, support, and conservation programs as implemented by Congress. Data is used to determine the customers' eligibility to participate in the programs, and to calculate program benefits if participation is established.</p>
7	Will the data be used for any other purpose?	<input type="checkbox"/> Yes – <input checked="" type="checkbox"/> No – If NO, go to question 8.
7.1	What are the other purposes?	



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No.	Question	Response
8	Is the use of the data both relevant and necessary to the purpose for which the system is being designed? In other words, the data is absolutely needed and has significant and demonstrable bearing on the system's purpose as required by statute or by Executive order of the President	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Farm Programs Management Systems <ul style="list-style-type: none">• S/36 Farm and Tract Files: This is foundational data for many FSA business applications that need land-based information.• Noninsured Crop Disaster Program Table: Yes• National Crop Table: Prices and yields are used in many formulas that compute NAP signup and payments for producers. All other data is necessary for proper identification of the crop.• Crop Disaster Table: Prices and yields are used in many formulas that compute crop disaster signup and payments for producers. All other data is necessary for proper identification of the crop.• Program Parameter File: Payment rates stored in this system are used to calculate Producer payment amounts. Web-Based Farm Records Management System: This is foundational data for many FSA business applications that need land-based information.
9	Will the system derive new data or create previously unavailable data about an individual through aggregation from the information collected (i.e., aggregating farm loans by zip codes in which only one farm exists.)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – If NO, go to question 10.
9.1	Will the new data be placed in the individual's record (customer or employee)?	<input type="checkbox"/> Yes <input type="checkbox"/> No



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No.	Question	Response
9.2	Can the system make determinations about customers or employees that would not be possible without the new data?	<input type="checkbox"/> Yes <input type="checkbox"/> No
9.3	How will the new data be verified for relevance and accuracy?	
10	Individuals must be informed in writing of the routine uses of the information being collected from them. What are the intended routine uses of the data being collected?	Farm Programs Management Systems <ul style="list-style-type: none">• S/36 Farm and Tract Files: (See "Web-Based Farm Records Management System", below)• Noninsured Crop Disaster Program Table: No individual customer data is collected.• National Crop Table: No individual customer data is collected.• Crop Disaster Table: No individual customer data is collected.• Program Parameter File: No individual customer data is collected. Web-Based Farm Records Management System: Data is used to determine the customers' eligibility to participate in the programs, and to calculate program benefits if participation is established.
11	Will the data be used for any other uses (routine or otherwise)?	<input type="checkbox"/> Yes – <input checked="" type="checkbox"/> No – If NO, go to question 12.
11.1	What are the other uses?	
12	Automation of systems can lead to the consolidation of data – bringing data from multiple sources into one central location/system – and consolidation of administrative controls. When administrative controls are consolidated, they should be evaluated so that all necessary privacy controls remain in place to the degree necessary to continue to control access to and use of the data. Is data being consolidated?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – If NO, go to question 13.



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No.	Question	Response
12.1	What controls are in place to protect the data and prevent unauthorized access?	
13	Are processes being consolidated?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – If NO, go to question 14.
13.1	What controls are in place to protect the data and prevent unauthorized access?	

3.3 Data Retention

No.	Question	Response
14	Is the data periodically purged from the system?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – If NO, go to question 15.
14.1	How long is the data retained whether it is on paper, electronic, in the system or in a backup?	Farm Programs Management Systems <ul style="list-style-type: none">• S/36 Farm and Tract Files: 10-12 years• Noninsured Crop Disaster Program Table: Indefinite• National Crop Table: Data is stored for one year. Then some or all of the data is rolled over into the next year.• Crop Disaster Table: Data is stored for one year. Then some or all of the data is rolled over into the next year.• Program Parameter File: The data will be stored on the system until the Direct Payment and Counter Cyclical programs are “active”. Normal backup procedures dictate how long the backup tapes must be retained. Web-Based Farm Records Management System: 10-12 years



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No.	Question	Response
14.2	What are the procedures for purging the data at the end of the retention period?	<p>Farm Programs Management Systems</p> <ul style="list-style-type: none">• S/36 Farm and Tract Files: File archiving procedures are covered in policy and operations manuals.• Noninsured Crop Disaster Program Table: N/A• National Crop Table: N/A• Crop Disaster Table: N/A• Program Parameter File: Undetermined. <p>Web-Based Farm Records Management System: Undetermined.</p>
14.3	Where are these procedures documented?	<p>Farm Programs Management Systems</p> <ul style="list-style-type: none">• S/36 Farm and Tract Files: File archiving procedures are covered in policy and operations manuals.• Noninsured Crop Disaster Program Table: N/A• National Crop Table: N/A.• Crop Disaster Table: N/A• Program Parameter File: Undetermined. <p>Web-Based Farm Records Management System: Undetermined.</p>



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No.	Question	Response
15	While the data is retained in the system, what are the requirements for determining if the data is still sufficiently accurate, relevant, timely, and complete to ensure fairness in making determinations?	Farm Programs Management Systems <ul style="list-style-type: none">• S/36 Farm and Tract Files: Compliance checks, audits.• Noninsured Crop Disaster Program Table: N/A• National Crop Table: Disaster payments are controlled by starting and ending dates of the application period.• Crop Disaster Table: Disaster payments are controlled by starting and ending dates of the application period.• Program Parameter File: N/A Web-Based Farm Records Management System: Compliance checks, audits.
16	Is the data retained in the system the minimum necessary for the proper performance of a documented agency function?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

3.4 Data Sharing

No.	Question	Response
17	Will other agencies share data or have access to data in this system (i.e., international, federal, state, local, other, etc.)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – If NO, go to question 18. Farm Programs Management Systems <ul style="list-style-type: none">• S/36 Farm and Tract Files: No• Noninsured Crop Disaster Program Table: No• National Crop Table: Anyone with eAuthorization can look at the data.



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No.	Question	Response
		<ul style="list-style-type: none">• Crop Disaster Table: System is in Disposal Phase, data is not accessible• Program Parameter File: No <p>Web-Based Farm Records Management System: Natural Resource Conservation Service employees have read-only access.</p>
17.1	How will the data be used by the other agency?	<p>Farm Programs Management Systems</p> <ul style="list-style-type: none">• S/36 Farm and Tract Files: N/A• Noninsured Crop Disaster Program Table: Crop reference data used in support of the Noninsured Crop Disaster Program.• National Crop Table: Used by signup and payments for NAP. This is done by county employees.• Crop Disaster Table: Used by signup and payments for crop disaster programs. This is done by county employees.• Program Parameter File: N/A <p>Web-Based Farm Records Management System: Used by NRCS to support the agency mission of providing conservation assistance to producers.</p>



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No.	Question	Response
17.2	Who is responsible for assuring the other agency properly uses the data?	Farm Programs Management Systems <ul style="list-style-type: none">• S/36 Farm and Tract Files: Service Center Employees• Noninsured Crop Disaster Program Table: N/A• National Crop Table: WDC, State, and County office employees.• Crop Disaster Table: WDC, and State office employees.• Program Parameter File: N/A Web-Based Farm Records Management System: Undetermined.
18	Is the data transmitted to another agency or an independent site?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – If NO, go to question 19.
18.1	Is there appropriate agreement in place to document the interconnection and ensure the PII and/or Privacy Act data is appropriately protected?	Farm Programs Management Systems <ul style="list-style-type: none">• S/36 Farm and Tract Files: Data not transmitted.• Noninsured Crop Disaster Program Table: N/A• National Crop Table: N/A• Crop Disaster Table: N/A• Program Parameter File: N/A Web-Based Farm Records Management System: Yes.



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No.	Question	Response
19	Is the system operated in more than one site?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – If NO, go to question 20.
19.1	How will consistent use of the system and data be maintained in all sites?	<p>Farm Programs Management Systems</p> <ul style="list-style-type: none">• S/36 Farm and Tract Files: Same system software is used and software releases are controlled through the Kansas City office.• Noninsured Crop Disaster Program Table: Same system software is used and software releases are controlled through the Kansas City office.• National Crop Table: Data cannot be modified once it leaves the web environment.• Crop Disaster Table: Data cannot be modified once it leaves the web environment.• Program Parameter File: Since the data resides on the S-36 each site must use the same programs to use/access the data. <p>Web-Based Farm Records Management System: While the system may be accessed in multiple locations, all processing and data storage occurs in one site.</p>



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3.5 Data Access

No.	Question	Response
20	Who will have access to the data in the system (i.e., users, managers, system administrators, developers, etc.)?	<p>Farm Programs Management Systems</p> <ul style="list-style-type: none">• S/36 Farm and Tract Files: The system's development staff, authorized County Office FSA users.• Noninsured Crop Disaster Program Table: Developers, State and County Office FSA users, WDC FSA users.• National Crop Table: WDC, County and state office employees can change data, anyone with level 2 E-authorization can look at data.• Crop Disaster Table: WDC and state office employees can change data, anyone with level 2 E-authorization can look at data.• Program Parameter File: Developers, State and County Office FSA users, WDC FSA users. <p>Web-Based Farm Records Management System: All users must have an eAuth Level 2 access. Developers, WDC FSA employees, and NRCS County Office employees have read-only access to data. County Office FSA employees have update access to data for customers serviced by their office, and read-only access to other customers' data. FSA State Office employees have read-only access to data, except for those who are members of a special role that allows update of data for customers serviced by any County Office in the state. Membership in this role is controlled by a select set of WDC FSA employees designated by the application's business owners.</p>



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No.	Question	Response
21	How will user access to the data be determined?	<p>Farm Programs Management Systems</p> <ul style="list-style-type: none">• S/36 Farm and Tract Files: Any authorized FSA System-36 user.• Noninsured Crop Disaster Program Table: Any authorized FSA System-36 user.• National Crop Table: eAuthorization for access, state and county employees to add/change/delete.• Crop Disaster Table: eAuthorization for access, state and county employees to add/change/delete.• Program Parameter File: Any authorized FSA System-36 user. <p>Web-Based Farm Records Management System: Access to the data is automated within the system. This system functionality implements documented requirements provided by the application's business owners.</p>
21.1	Are criteria, procedures, controls, and responsibilities regarding user access documented?	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Farm Programs Management Systems</p> <ul style="list-style-type: none">• S/36 Farm and Tract Files: Documented in agency handbooks.• Noninsured Crop Disaster Program Table: Documented in agency handbooks.• National Crop Table: Documented in agency handbooks.• Crop Disaster Table: Documented in agency handbooks.• Program Parameter File: Documented in agency handbooks. <p>Web-Based Farm Records Management System: Documented in agency handbooks.</p>



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No.	Question	Response
22	How will user access to the data be restricted?	<p>Farm Programs Management Systems</p> <ul style="list-style-type: none">• S/36 Farm and Tract Files: Users have access to all data relevant to this system.• Noninsured Crop Disaster Program Table: Users have access to all data relevant to this system.• National Crop Table: WDC and State users can access everything. County users can only access crop identification fields.• Crop Disaster Table: WDC and State users can access everything. County users are read only.• Program Parameter File: Full access to all data for inquiry only. There are NO update capabilities for any user. <p>Web-Based Farm Records Management System: All users must have an eAuth Level 2 access. Developers, WDC FSA employees, and NRCS County Office employees have read-only access to data. County Office FSA employees have update access to data for customers serviced by their office, and read-only access to other customers' data. FSA State Office employees have read-only access to data, except for those who are members of a special role that allows update of data for customers serviced by any County Office in the state. Membership in this role is controlled by a select set of WDC FSA employees designated by the application's business owners.</p>
22.1	Are procedures in place to detect or deter browsing or unauthorized user access?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No



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No.	Question	Response
23	Does the system employ security controls to make information unusable to unauthorized individuals (i.e., encryption, strong authentication procedures, etc.)?	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Farm Programs Management Systems</p> <ul style="list-style-type: none">• S/36 Farm and Tract Files: Control of access to S/36 data is the responsibility of local County Office management, and is covered by whatever procedures are established and/or enforced there.• Noninsured Crop Disaster Program Table: Control of access to S/36 data is the responsibility of local County Office management, and is covered by whatever procedures are established and/or enforced there.• National Crop Table: E-Auth and EAS are used to control user access• Crop Disaster Table: E-Auth and EAS are used to control user access• Program Parameter Files: Only authorized S36 FSA users have Inquiry Only via a S-36 COBOL program from a menu. <p>Web-Based Farm Records Management System: Access to data through certified application interfaces is described above. Direct database access is only available to the Database Management staff. Infrastructure controls include firewalls, eAuthentication, EAS, and Database Security.</p>



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3.6 Customer Protection

No.	Question	Response
24	Who will be responsible for protecting the privacy rights of the customers and employees affected by the interface (i.e., office, person, departmental position, etc.)?	Farm Programs Management Systems <ul style="list-style-type: none">• S/36 Farm and Tract Files: Service Center employees• Noninsured Crop Disaster Program Table: No customer or employee data is recorded in this system.• National Crop Table: No customer or employee data is recorded in this system.• Crop Disaster Table: System is in Disposal Phase, data is not accessible• Program Parameter File: No customer or employee data is recorded in this system. Web-Based Farm Records Management System: All USDA employees with data access as described above. USDA Privacy Office
25	How can customers and employees contact the office or person responsible for protecting their privacy rights?	By contacting John Underwood, Privacy Officer, at john.underwood@kcc.usda.gov & 816.926.6992
26	A "breach" refers to a situation where data and/or information assets are unduly exposed. Is a breach notification policy in place for this system?	<input checked="" type="checkbox"/> Yes – If YES, go to question 27. Common FSA incident reporting process. <input type="checkbox"/> No
26.1	If NO, please enter the Plan of Action and Milestones (POA&M) number with the estimated completion date.	



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No.	Question	Response
27	Consider the following: Consolidation and linkage of files and systems Derivation of data Accelerated information processing and decision making Use of new technologies Is there a potential to deprive a customer of due process rights (fundamental rules of fairness)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – If NO, go to question 28.
27.1	Explain how this will be mitigated?	Farm Programs Management Systems <ul style="list-style-type: none">• S/36 Farm and Tract Files: N/A• Noninsured Crop Disaster Program Table: N/A• National Crop Table: N/A• Crop Disaster Table: N/A• Program Parameter File: N/A Web-Based Farm Records Management System: <p>Customer data is entered by county-office users, but procedures are in place to mandate customer signature approval of paper documents certifying the user-entered data. Additionally, the software contains numerous data-integrity checks and validations to reduce possible data-entry error.</p>



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No.	Question	Response
28	How will the system and its use ensure equitable treatment of customers?	<p>Farm Programs Management Systems</p> <ul style="list-style-type: none">• S/36 Farm and Tract Files: All customers are processed through the same system; all employees use the same system.• Noninsured Crop Disaster Program Table: N/A• National Crop Table: N/A• Crop Disaster Table: N/A• Program Parameter File: Since the data resides on each S-36 in the FSA County Office the data is replaced on the S-36 during the installation process. <p>Web-Based Farm Records Management System: All customers are processed through the same system; all employees use the same certified software.</p>
29	Is there any possibility of treating customers or employees differently based upon their individual or group characteristics?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – If NO, go to question 30
29.1	Explain	

4 System of Record

No.	Question	Response
30	Can the data be retrieved by a personal identifier? In other words, does the system actually retrieve data by the name of an individual or by some other unique number, symbol, or identifying attribute of the individual?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – If NO, go to question 31
30.1	How will the data be retrieved? In other words, what is the identifying attribute (i.e., employee number, social security number, etc.)?	<p>Farm Programs Management Systems</p> <ul style="list-style-type: none"> • S/36 Farm and Tract Files: Tax identification number. • Noninsured Crop Disaster Program Table: No customer data. • National Crop Table: No customer data • Crop Disaster Table: System is in Disposal Phase; data is not accessible • Program Parameter File: No customer data <p>Web-Based Farm Records Management System: The application interface supports the retrieval of data by selection of a customer through the SCIMS Customer Search page. Internally, then, the database is queried using the SCIMS Core Customer Identifier</p>



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No.	Question	Response
30.2	Under which Systems of Record (SOR) notice does the system operate? Provide number, name and publication date. (SORs can be viewed at www.access.GPO.gov .)	Farm Programs Management Systems <ul style="list-style-type: none">• S/36 Farm and Tract Files: USDA/FSA-2 – Farm Records File• Noninsured Crop Disaster Program Table: Not a system of record• National Crop Table: Not a system of record• Crop Disaster Table: Not a system of record• Program Parameter File: Not a system of record Web-Based Farm Records Management System: USDA/FSA-2 – Farm Records File
30.3	If the system is being modified, will the SOR require amendment or revision?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

5 Technology

No.	Question	Response
31	Is the system using technologies in ways not previously employed by the agency (e.g., Caller-ID)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – If NO, the questionnaire is complete.
31.1	How does the use of this technology affect customer privacy?	



6 Completion Instructions

Upon completion of this Privacy Impact Assessment for this system, the answer to OMB A-11, Planning, Budgeting, Acquisition and Management of Capital Assets, Part 7, Section E, Question 8c is:

1. Yes.

PLEASE SUBMIT A COPY TO THE OFFICE OF THE ASSOCIATE CHIEF INFORMATION OFFICE FOR CYBER SECURITY.